

4000 Chain Bridge Road  
Fairfax, Virginia 22030

Dear Prospective Juror:

Each year the Senior Circuit Court Judge appoints citizens to serve as jury commissioners, and these commissioners, in turn, compile a master list of names of prospective jurors. The commissioners are required by law to select "persons of good repute, intelligence, and honesty." Jurors are chosen at random from this list for each two month term of court and your name is among those selected for the upcoming term.

You may or may not be selected to sit on a jury for a particular case. A procedure for selecting a jury for a trial is established by law to insure that each juror can render a fair and impartial judgment in that case.

The Court makes every attempt to ascertain ahead of time how many jurors will be needed on a particular day. You must appear on the day specified in the summons, and after that you will be informed by the Court when you are to appear. Whenever possible, the Court will make every effort to accommodate your schedule and if you feel that jury duty presents a particular hardship you will have an opportunity to discuss it with the Court.

Your presence in Court is a protection of the right of every individual to a trial by jury. When, as a citizen, you discharge your duties as a juror intelligently, fairly and impartially, you promote and strengthen confidence in the administration of justice.

Sincerely,



Arthur W. Sinclair  
Senior Circuit Court Judge

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